

Te Kura Board of Trustees Meeting
Minutes of meeting held Wednesday 8 December 2021
Zoom

Present	Barbara Ala'alatoa (Chair), Maxine Moana Tuwhangai, Stuart Middleton, John Nisbet, Mele Wendt, Barbara Cavanagh, Simon Heath, Ruma Karaitiana (in part).
In Attendance	Mike Hollings (Chief Executive), Regan Dooley (Chief Advisor, Strategy), Michael Tompson (Deputy Chief Executive, Systems and Support), Te Rina Leonard (Deputy Chief Executive Learning Delivery), Anne Coster (Deputy Chief Executive, Curriculum), Ella Tavernor, (Senior Planning and Reporting Advisor) for the Strategic Session item.
Scribe	Sandra Rekatsinas (Board-Executive Administrator).
Apologies	Barbara Cavanagh and Ruma Karaitiana (from 12.45pm onwards)

PROCEDURAL

Section	Subject
	APOLOGIES
	<p>OPENING KARAKIA</p> <p style="padding-left: 40px;">Whakataka te hau ki te uru Whakataka te hau ki te tonga Kia mākinakina ki uta Kia mātaratara ki tai E hī ake ana te atakura He tio, he huka, he hau hū Tihei mauri ora!</p> <p>The Board Chair, Barbara Ala'alatoa declared the formal part of the Board meeting open at 10:10am. Prior to setting the scene for the strategic session, she noted that it is the last Board meeting for the year and that 2021 has been very challenging for each and everyone.</p> <p>The Board Chair introduced the Education Review Office Report for discussion – more specifically noting that there has been good traction on this earlier in the year. She noted that the report has given a good platform to push Te Kura's case forward and to leverage off it to its fullest extent. Working in partnership with the Ministry of Education in terms of the funding regime was also noted.</p>
	<p>STRATEGIC SESSION:</p> <p>Noted the format for the strategic session is to consider the recommendations from the Education Review Office Report, and more broadly how it all fits in the context of Te Kura's existing priorities and the setting of 2022 objectives for further discussion early in the new year.</p> <p>Board members were asked to share their perspectives; provide talking points and notes to consider for action in response to the findings of the Education Review Office Report.</p> <p><i>The Board adjourned for lunch at 11.30am and reconvened at 12noon.</i></p>
1	MEETING ADMINISTRATION
1.1	<p>Conflict of Interest Register</p> <p>Noted the Conflicts of Interest Register with a correction to Board member, Mele Wendt's declaration – to read...<i>Tāwhiri Board</i> and remove the word... 'festivals'.</p>
1.2	<p>Agenda Review</p> <p>Noted the Agenda as circulated.</p>
1.3	<p>Minutes of the Board meeting</p> <p>The Board received the Minutes of the Meeting held on 10 November 2021 and approved them as a true and accurate record, subject a minor typo to be corrected.</p> <p>Moved: Ruma Karaitiana Seconded: Stuart Middleton</p>
1.4	<p>Action items</p> <p>Noted progress on the action points, including an environmental scan on political and social context and what is on the horizon for planning next year's discussions.</p>

Section	Subject
1.5	<p>Board Meeting Schedule 2021 Noted the Board Meeting Schedule 2022 with one change – to remove the arrow which indicates a possible March Employer Committee. Noted the Employer Committee is set to meet in February prior to the March Board meeting 2022.</p>
2	<p>COMMITTEE REPORTING</p>
2.1	<p>Employer Committee Work Plan 2021 Noted the Employer Committee Work Plan 2021.</p>
2.2	<p>Draft Risk Assurance Committee Minutes held on 25 November 2021 Received the draft Risk Assurance Committee Minutes held on 25 November 2021.</p>
3.	<p>CHIEF EXECUTIVE REPORTS</p>
3.1	<p>STRATEGIC Noted this item.</p>
3.2	<p>Human Resources report Noted the Human Resources Report as at November 2021 which has been uploaded into Convene as a noting paper.</p>
3.3	<p>Chief Executive Monthly Progress Report. Highlights from the Chief Executive’s report:</p> <ul style="list-style-type: none"> • Te Kura’s response to Covid-19 has been well managed. Provided comment that the Covid-19 Policy needs to cover vaccination status of Board members for the records as Board members are listed in the Guidance. • MTK300 Funding Agreement has been signed this morning. Preparations in Auckland are underway ahead of the start of Term 1, 2022. • Young Adults will have a key focus on the He Oranga Mahuru programme next year to help support this cohort to re-engage in education. At the same time, Te Kura is also exploring opportunities for brand recognition for this group. • Funding Review discussions continue with MOE about Te Kura’s budget bid. Whilst discussions to date have been positive, a Plan B will need to be considered if the budget bid is not successful due to the current environment. Policy and funding development of initiatives and reprioritisation of existing appropriations to be considered as part of Plan B discussions. • An update on the CE’s attendance at an education hui held in Wairoa on 2 December 2021. The purpose of the hui was about wide-ranging community issues and ways in which Te Kura could provide support. • Bilingual organisation is progressing well. The new Reorua Project Lead, Christine Te Kiri will lead and coordinate huinga ako, total immersions huinga ako and relationships with all Kura and Kaupapa Māori. • Enrolments for Summer School are progressing with numbers showing slightly less than this time last year. Derived grades could have an impact on these numbers. • Work is underway on the Māori Student Success Framework and Kahikatea end of year review process. Joint hui has taken place with the Runanga Kotuitui and Kaitohu Tikanga to model the inclusive collaborate approach in the MSSF and Pacific success spaces. (The results will be reported back to a future Board meeting). • Learning Support - movement on the request for Te Kura to become an ORRS fund-holder school has been disappointing. A report back to the Board on progress following further meetings to be held with the Ministry of Education. • Whanau-ākonga voice - turnout for whanau voice has been relatively low in the regions this year. Following further kōrero with Regional Managers on ideas, it has been decided to set up online feedback sessions to hear whanau voice twice a year. Exploring other customer relationship tools to enhance analysis of feedback is also being explored. <p>Received the CE Monthly Board Report for December 2021. Other talking points:</p> <ul style="list-style-type: none"> • Congratulations extended to Wes Mau, Primary Kaiako who has been selected as one of the Ohu Mātanga for the refresh of the English curriculum. This is marked as a prestigious appointment. • Acknowledging kaimahi involved with providing support to the He Oranga Mahuru programme which has been a huge success. This school-wide programme has been the biggest highlight and has made a huge difference to the lives of this cohort. The programme has shown a shift in engagement and learning. • A Plan B strategy and hierarchal list of options for the funding review to be discussed in the new year. • NEETS: Material that could inform working with NEETS to be provided to the Deputy Chief Executive, Learning Delivery. • Networking at a Board level with other organisations through different channels to help achieve outcomes to be considered in the future.

Section	Subject
	<ul style="list-style-type: none"> Board members to confirm their vaccination status and cover in Covid-19 Policy to be considered. <p>Moved: Barbara Ala'alatoa Seconded: Mele Wendt <i>Board member, Ruma Karaitiana left the Board meeting at 12.45pm.</i></p>
<p>4. 4.1</p>	<p>FINANCE Financial Reports Approved the October Financial Report referred by the November 2021 Risk Assurance Committee. Moved: Maxine Moana-Tuwhangai Seconded: Mele Wendt</p> <p>The Deputy Chief Executive, Systems and Support introduced the paper, speaking to slides summarizing the major key points for month of October results. Key points included the EFTS achieved at the end October being over 112% of what is budgeted for the full year and rationale for continued reduced spend on capital assets year-to-date.</p> <p>Provided comment that the November results will be a shortened report and circulated to the Board via the Board Chair.</p> <p>Noted that the December results will include the draft Annual Report and Financial Statements for presentation to the February Board meeting. An update on the audit progress will go to both the March Board and Risk Assurance Committee. In addition to this, the January 2022 results will be presented to the March Board meeting.</p> <p>Overall, the financial results have been favourable for the year and do not anticipate any change.</p>
<p>5. 5.1</p>	<p>APPROVALS</p>
<p>6 6.1</p>	<p>DISCUSSION Te Kura Centenary 2022 update Noted the report and progress on planned and proposed activities to commemorate this event. The Board provided feedback on the framework and guidance with emphasis on having regional autonomy, local flavour and participation for free. Provided comment on having a national spread of activities as part of the events. This will give opportunities to alumni, current ākonga, whanau, kaimahi and stakeholders in each region to participate in regional events. Provided comment on having paid activities vs free activities to ensure everyone has the opportunity to attend and participate in at least one event for free. Noted the Prime Minister has accepted the offer to write the foreword for Te Kura's Centenary book. Noted the suggestion for the Prime Minister to host the Parliamentary event and an invitation extended to the Governor-General to host a particular event.</p> <p>Acknowledged the Communications Manager for her outstanding work with leading and owning the Centenary project arrangements. Writing the Centenary book in addition to the huge workload in organizing such a significant event is amazing.</p> <p>Amongst other things, the Board Chair, Barbara Ala'alatoa alerted the Board to the new practice of having Board papers released a week in advance of a meeting and papers to be co-presented.</p>
<p>7.</p>	<p>NOTING AND INFORMATION</p> <p>CONVENE: REVIEW ROOM November 2021: Convene Resolution (Review Room)</p> <ul style="list-style-type: none"> 2022 Charter and Annual Plan – Noted Enrolments Statistics – Noted The updated 2022 Charter and Annual Plan on wording of the new strategic priority Prizegiving dates - Noted Legislative Compliance – December 2021 noted with one minor spelling correction. Projected EFTS 2022 - Noted Draft Resourcing Notice 2022 - Noted Financial Reporting Schedule – referred by the November 2021 Risk Assurance Committee - Noted Year-end Audit Planning Report – referred by the November 2021 Risk Assurance Committee - Noted Enrolments Statistics – November 2021 - Noted Progress Indicators against the Charter and Annual Plan – November 2021 noted with one comment for consideration

Section	Subject
	CONVENE: RESOLUTIONS ROOM Considerations: • Nil
	GENERAL BUSINESS Noted there were no items of general business. <i>The Board moved into the In Committee part of the meeting at 1.25pm.</i>
7	NEXT MEETING
	December 2021

I move that the public be excluded from the *In Committee* section of the Board's agenda. This motion is made in reliance of Section 48 (1) of the Local Government Information and Meetings Act 1987.

The general subject matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of the resolution is:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the reason for this resolution
CEO Matters and Personnel/Staffing Matters	Where the exclusion of public is necessary to protect the privacy of natural persons [OIA 1982 s.9 (2) (a) refers, and also where necessary to avoid prejudice to the School's commercial activities [OIA1982 s.9 (2) (i) refers].	s.48 (1) (a) (ii)
Sub-committee Reports	Avoid prejudice to commercial activities (OIA s.9(2)(i) refers) and protect the privacy of a natural person (OIA s.9(2)(a) refers)	s.48(1)(a)(ii)
Stakeholder Matters and Media Issues	Protect the privacy of a natural person (OIA s.9 (2)(a) refers)	s.48(1)(a)(ii)

I also move that, Mike Hollings, Regan Dooley and Michael Tompson, Anne Coster, Te Rina Leonard, , and Sandra Rekatsinas as being permitted to remain at this meeting after the public has been excluded because of their knowledge of these matters.

Moved: Barbara Ala'alatoa

Barbara Ala'alatoa
Board Chair

Date: 8 December 2021